



**604.06 Food Service Area In-House
Inspections and Food Storage**

Number Series: 600 - Corrections Division
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604.06-1 Policy

- I. The Hendry County Sheriff's Office Jail system shall ensure that all food service and food preparation areas and equipment shall be inspected weekly for safety and sanitation, and checked daily to ensure appropriate refrigeration and water temperatures are maintained.
- II. Food supplies not in use shall be kept in a clean, well-ventilated area, free from vermin.
- III. Shelf goods will be maintained between 45 and 80 degrees Fahrenheit; refrigerated foods between 35 to 40 degrees Fahrenheit; and frozen foods at 0 degrees Fahrenheit or below.

604.06-2 Inspections

- I. Food service areas, including food preparation equipment, shall be inspected daily by contract food service staff.
 - A. Food Storage - Contract food service staff shall check daily ensuring that all shelf item food supplies are stored in appropriate sanitary storage areas, temperature controlled between 45 and 80 degrees Fahrenheit.
 - B. Refrigerator and Water Temperature - Contract food service staff shall check daily to ensure that:
 1. Cooler temperatures are maintained between 35 to 40 degrees Fahrenheit
 2. Freezer temperatures are maintained at zero degrees Fahrenheit or lower
 3. Dishwasher water temperatures are maintained between 140 degrees and 180 degrees Fahrenheit, depending on the wash/rinse cycle in progress.
- II. Weekly inspections shall be conducted by the Shift Supervisor or designee.
- III. Contract food services staff, officer-in-charge or designee shall inspect food service areas including food preparation area, and food storage areas at least once each week for sanitation deficiencies.
 - A. Deficiencies shall be recorded on the Inspection Report, and addressed and corrected as soon as possible.
 - B. Completed inspection reports shall be forwarded to the Corrections Lieutenant and the Jail Administrator, or designee for review.
 - C. Completed reports shall be maintained on file in the Food Services Office for at least six months.

604.06-3 Food Storage

- I. Food items shall be stored in appropriate sanitary, temperature-controlled storage facilities.
- II. Perishable food shall not be stored by inmates in housing areas.
- III. Food supplies not in use shall be locked in clean, well-ventilated rooms free from vermin.
- IV. A separate and secure area shall be provided for soaps, detergents, and cleaning compounds. The storage area shall be kept locked at all times. Insect and rodent spray, poisonous substances, and waxes shall not be stored in the Food Services area.
- V. Paint shall not be stored in food preparation or storage areas. Food items shall not be placed in freshly painted areas until at least six hours after painting, and then only after areas have been well ventilated.
- VI. The following items are considered control items (can be used to manufacture alcoholic beverages) and shall be kept in a secure area to inhibit pilferage:
 - A. Sugar
 - B. Yeast
 - C. Nutmeg
 - D. Mace
 - E. Pepper
 - F. Extracts containing alcohol, and all dried fruits
- VII. Vermin control for food storage areas will be provided by a local contractor. Escort during treatment of food storage areas will be provided by the Shift Supervisor or other designated Deputy.

REFERENCES

State/Federal Regulations:
Florida Model Jail Standards

FCAC:
N/A

PREA:
N/A

Forms:
Inspection Report

Other Policy/ Procedure References:
600.00 Table of Content